

**MINUTES OF
September 17, 2019
WARREN COUNTY BOARD OF HEALTH MEETING**

001021

The regular monthly meeting of the Warren County Board of Health was held Tuesday September 17, 2019 in the first floor conference room of the Warren County Health District, 416 South East Street, Lebanon, Ohio. President, Mr. Dick Staten, called the meeting to order at 6:08 pm.

Members Responding to Roll Call:

Mr. Dick Staten, Dr. Stephen Barr, Ms. Holly Boyd, Mrs. Terrie Zajo, Mr. Dominic Brigano, Mr. Adam McClanahan, and Mrs. Joan Hayes were present at roll call. (Dr. James Sosnowski and Mr. Ed Porginski were absent)

Others Present:

Duane Stansbury, Health Commissioner; Tammy Cranmer, Administrative Assistant; Chris Balster, Director of Environmental Health; Dianna Glenn, Director of Nursing; and Brenda Joseph, Director of Finance. Also present were nursing students; Kylie Webbering and Kalyn Corstanje

Board of Health Educational Session; An Accreditation Process Update

Chris Balster, Director of Environmental Health provided Board Members with an update on WCHD's Accreditation process. The health district's PHAB (Public Health Accreditation Board) site visit is coming up on October 8 and 9, 2019. His presentation also provided newer Board members with a better understanding of Accreditation requirements and process. Mr. Stansbury also noted that the PHAB team has requested to meet with a couple Board of Health members on the second day of their visit. (6:10- 6:30 pm)

Minutes of Board Meeting Approved (motion #86-2019)

Minutes of the August 2019 Board of Health meeting were approved as written. Motion to approve came from Dr. Barr and was seconded by Mrs. Zajo. The motion carried with the following response to a roll call vote:

Mrs. Hayes – aye; Mr. Staten – aye; Mrs. Zajo – aye; Mr. Brigano – abstained;
Mr. McClanahan – aye; Dr. Barr - aye; Ms. Boyd – aye

Training Requests #38-2019 through 42-2019 Approved (motion #87-2019)

Board members had no questions in reference to the training session requests. Mr. McClanahan made a motion to approve the September 2019 Training Requests #38-2019 through #42-2019. Dr. Barr provided a second and the following is a result of a roll call vote:

Mrs. Hayes – aye; Mr. Staten – aye; Mrs. Zajo – aye; Mr. Brigano – aye;
Mr. McClanahan – aye; Dr. Barr - aye; Ms. Boyd – aye

September 2019 Monthly Expense List Approved (motion #88-2019)

The September, 2019 Expense List was presented to Board members for their consideration. Dr. Barr made a motion to approve the expense list, as presented, and Ms. Boyd seconded the motion which carried with the following result of a roll call vote:

Mr. Staten – aye; Mrs. Zajo – aye; Mr. Brigano – aye; Mr. McClanahan – aye;
Dr. Barr - aye; Ms. Boyd – aye; Mrs. Hayes – aye

Accounting Resolution #10-2019 Approved (motion #89-2019)

Accounting Resolution #10-2019 was presented to the Board of Health for supplemental appropriation adjustments to the following funds: #9953-4100-5400 (Water Professional Services); #9915-4100-5950 (Plumbing Bonds Refunds); #9911-4100-5910 (Other Expense); #9916-4100-5102 (Sewage Salaries); #9916-4100-5102 (Sewage Salaries); #9916-4100-5820 (Sewage Insurance); #9911-4100-5820 (Insurance) See copy of resolution. Mr. McClanahan made a motion to accept Accounting Resolution #10-2019, as presented, and Dr. Barr provided a second. The following is a result of a roll call vote:

Mrs. Zajo – aye; Mr. Brigano – aye; Mr. McClanahan – aye; Dr. Barr - aye;
Ms. Boyd – aye; Mrs. Hayes – aye; Mr. Staten – aye

Financial Review To Date

There were no questions in reference to the financial reports. A request was made to Ms. Joseph about presenting the reports, in a different format, which may be easier to read.

Administrative Report

At 6:36 pm Mr. Staten turned the meeting over to the Health Commissioner for his Administrative Report items.

Application Approved for Water Pollution Control Loan Funding (motion #90-2019)

The Environmental Health Division received an application for funding through the 2018 and 2019 Water Pollution Control Loan Fund (WPCLF) through Ohio EPA for soil evaluation, design and installation of a sewage treatment system at 2789 N. State Route 48, Lebanon. The applicants have provided sufficient tax information to verify that they are eligible for the funding program. Ms. Boyd made a motion to approve the application be accepted into the WPCLF program. Mr. McClanahan provided a second and the following is a response to a roll call vote:

Mr. McClanahan – aye; Dr. Barr - aye; Ms. Boyd – aye; Mrs. Hayes – aye;
Mr. Staten – aye; Mrs. Zajo – aye; Mr. Brigano – aye

Bid Selected for Water Pollution Control Loan Funding Project at 7256 Shaker Road (motion #91-2019)

Board members were provided with two bids to install a proposed sewage treatment system at 7256 Shaker Road. The homeowners will be covered 85% through the WPCLF program. Dr. Barr made a motion to accept the bid submitted, from SepTek Services, in the amount of \$17,900.00 for the completion of the work. Mrs. Zajo provided a second to his motion and the following is a result of a roll call vote:

Dr. Barr - aye; Ms. Boyd – aye; Mrs. Hayes – aye; Mr. Staten – aye;
Mrs. Zajo – aye; Mr. Brigano – aye; Mr. McClanahan – aye

Bid Selected for Water Pollution Control Loan Funding Project at 8650 Red Lion Five Points Road (motion #92-2019)

Board members were provided with only one bid received to install a proposed sewage treatment system at 8650 Red Lion Five Points Road. The homeowners will be covered 100% through the WPCLF program. Dr. Barr made a motion to accept the bid submitted, from SepTek Services, in the amount of \$34,000 for the completion of the work. Mrs. Zajo provided a second to his motion and the following is a result of a roll call vote:

Ms. Boyd – aye; Mrs. Hayes – aye; Mr. Staten – aye; Mrs. Zajo – aye;
Mr. Brigano – aye; Mr. McClanahan – aye; Dr. Barr – aye

Entered into Executive Session to Discuss Employee Benefits (motion #93-2019)

At 6:43 pm, on a motion from Dr. Barr and a second from Mr. McClanahan, the Board of Health entered into Executive Session to discuss employee benefits. The following is a result of a roll call vote:

Mrs. Hayes – aye; Mr. Staten – aye; Mrs. Zajo – aye; Mr. Brigano – aye;
Mr. McClanahan – aye; Dr. Barr – aye; Ms. Boyd – aye

Return to Regular Session Board of Health Meeting (motion #94-2019)

At 7:15 pm, Dr. Barr made a motion to return to regular session, of the Board of Health meeting, and noted that no action will be taken in regards to their discussion in Executive Session. Mrs. Hayes seconded his motion and the following is a result of a roll call vote:

Mr. Staten – aye; Mrs. Zajo – aye; Mr. Brigano – aye; Mr. McClanahan – aye;
Dr. Barr – aye; Ms. Boyd – aye; Mrs. Hayes – aye

Other Business

~ Mr. Stansbury shared literature on Vaping with Board members. Vaping continues to be a huge public health problem. He said our health educators are working with the schools who are asking how to educate their staff and students.

~ The health commissioner informed that Governor Mike DeWine signed a change into law under a provision in the new state budget increasing the legal age, from 18 to 21, to buy cigarettes and other tobacco products in Ohio. The change goes into effect October 17, 2019.

~ Board members were informed the health districts PHAB (Public Health Accreditation Board) site visit is coming up on October 8th and 9th, 2019. The portion of the site visit where the PHAB team would like to meet with some of the Board members is 10/9/19 at 10:30 am. Dr. Barr and Ms. Boyd will be present for sure. Others are checking their schedule.

~ Board members were provided an update on a recent Tire Recycling event that was held on September 14, 2019 at Franklin Township Park (Hunter).

~ The September 2019 Directors Reports and the August 2019 Communicable Disease Report were provided to Board members.

~ Mr. Stansbury shared a flyer his staff had created for the levy campaign. He also invited any Board members available to the next Levy Committee meeting on September 25, 2019.

With no further business to discuss Mr. Staten dismissed the Board of Health meeting at 7:24 pm.



James Staten,
President



Duane Stansbury, R.S., M.P.H.
Secretary

